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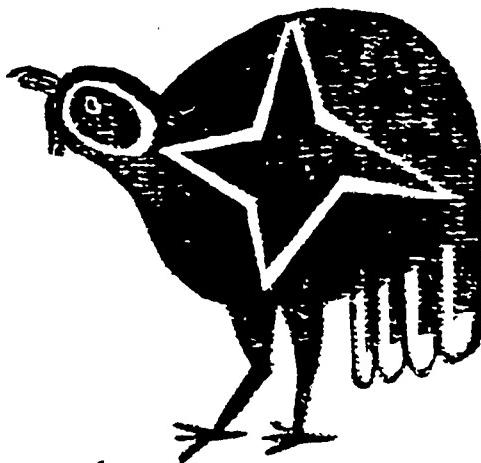
ABSTRACT

Designed to assist students in the use of the library for education media, this handbook outlines steps for locating library materials. The bulk of the document consists of an annotated list of basic reference materials including reference books, indexes and abstracts, Educational Resources Information Center (ERIC) materials, yearbooks, book reviews, and curriculum materials. Brief instructions for using ERIC are included. (Author/DS)

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KNOW YOUR LIBRARY



A GUIDE FOR EDUCATION STUDENTS

Compiled by

Lyle C. Watrous

1975-76 EDITION

KNOW YOUR LIBRARY SERIES, NO. 5

ARIZONA STATE UNIVERSITY
TEMPE, ARIZONA

2

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EDUCATION

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INTRODUCTION

This handbook has been prepared to assist you in the use of the library for Education media. If use of this handbook is not sufficient, orientation lectures for classes may be arranged through the teaching faculty.

Since Education cannot be entirely self-contained, Education students will need to consult the card catalog on Level Two for guidance to media in the "content" areas as well as in Education per se. For example, a student in Art will find materials relevant to the teaching of art classified in N on Level Five in addition to those classified L which are on Level Four (Education). Methods-of-teaching books will be readily located by consulting the subject catalog. (Art-Study and teaching, etc.)

Curriculum materials (texts, units, etc.) including Children's Literature are not listed in the card catalog on Level Two. A catalog on Level Four is the guide to these materials.

HOW TO FIND A BOOK:

1. Consult card catalog, Level Two. (If Curriculum or Children's Literature, go to card catalog on Level Four).
2. For specific title or author, use the title or author division of the card catalog. For more complete listing of media available, use the subject catalog.
3. Record call number (located on upper or lower left-hand corner of card) and determine location of book by checking the Book Locator.
4. Proceed to the level of the library indicated by the directory. For more specific directions on that level, check diagram or map located on wall opposite the elevators.

BOOK LOCATOR:

LEVEL

AC-AZ	General Works	1
B-BY (except BF)	Philosophy & Religion	4
BF	Psychology	4
CB-CT	History: Auxiliary Sciences	4
D-DY	History-General & Old World	4
E-F	History-American	4
G-GV	Geography, Anthropology & Recreation	4
H-HX	Social Sciences	4
J-JX	Political Science	5
K	Law	5
L-LT	Education	5
M (except ML-MT)	Music Scores	Music Bldg. Room 318
ML-MT	Music Literature	5

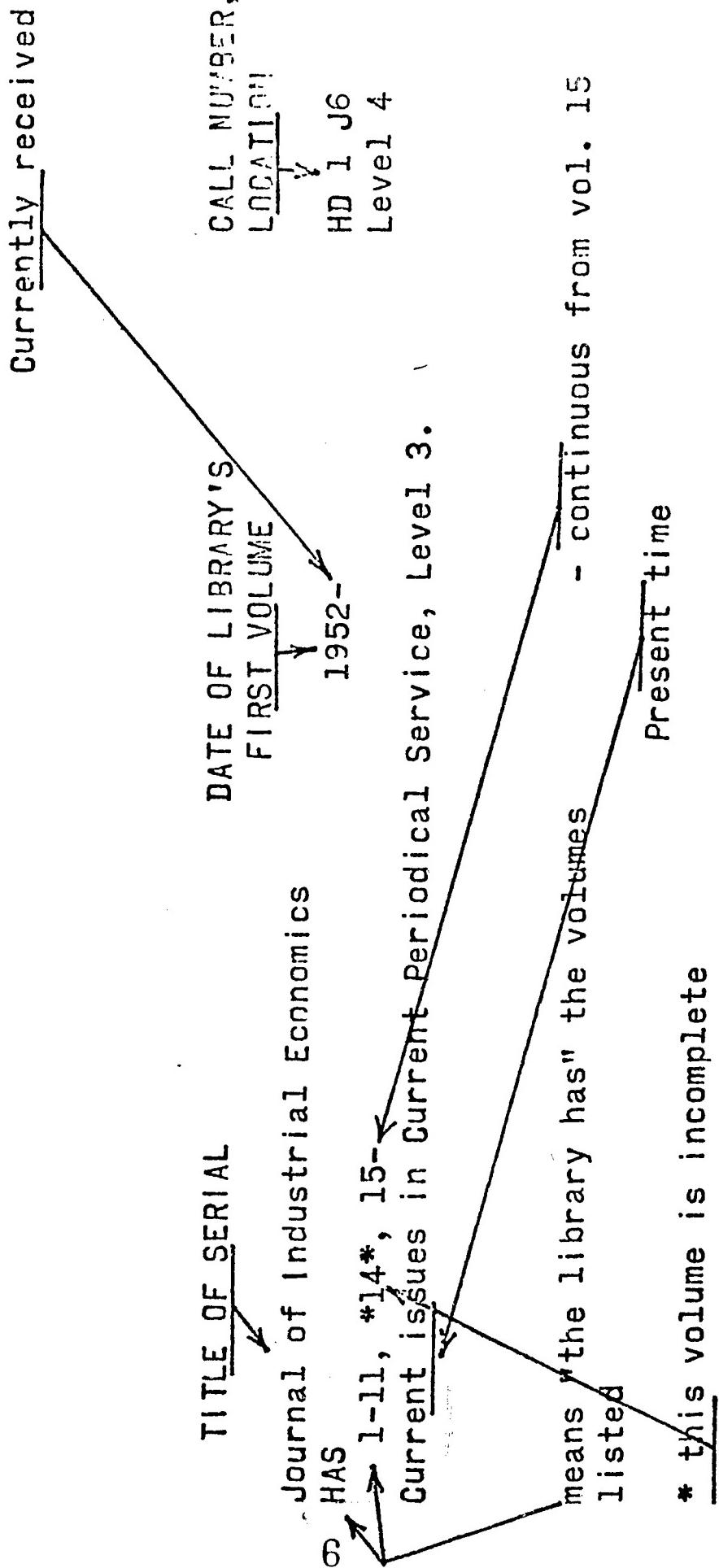
N-NX (except NA)	Fine Arts	5
NA		Arch. Library
P-PZ	Language & Literature	5
Q-QR	Science	3
R-RZ	Medicine	3
S-SK	Agriculture	3
T-TX	Technology	3
U & V	Military and Naval Sciences	3
Z		3
Z (Bibl. & Ref.)		2
Arizona		5
Chicano Collection		5
Current Periodical Service including Newspapers		1
Curriculum Service		4
East Asian Language Collection		4
Government Documents		4
Interlibrary Loan		2
Reserve Books		1
Special Collection		3
Microform Service including Audio Recordings		4
Map Service		4

HOW TO FIND A PERIODICAL:

1. Consult an index (i.e. Current Index to Journals in Education, Education Index) as a guide to articles in journals and periodicals.
2. Determine the title of the periodical from the index's list of abbreviations, which is found in front of the index volume.
3. Use exact title. To find the location, consult the Public Serials List (PSL) which is available on each level of the library.
4. The Public Serials List (PSL) is an alphabetical computerized listing of all journals or periodicals in the library. It has specific information on volumes available as well as the call number and location of the bound volumes. Microfilm editions are often available in addition to the bound volumes and information concerning this is given. Issues for the current year* are in Current Periodical Service (CPS) located on Level One, and may be used providing you have the call number as well as the title of the periodical and your I.D. *(Periodicals may be retained in CPS up to two years depending upon the frequency of publication).
5. For instructions on how to use the Public Serials List (PSL) turn to page 3 and study the sample entry reproduced there.

HOW TO USE THE PUBLIC SERIALS LIST

SAMPLE ENTRY



Microcard and microfilm editions have the call number immediately following designation -- for example:

*Microcard 3 x 5 S27 T576
or
Microfilm S110

I. SELECTED BASIC REFERENCE BOOKS
(Dictionaries, Directories, Encyclopedias,
Guides and Handbooks, etc.)

- Z Documentation in Education. Burke, Arvid and Mary.
711 Useful guide to resources in education. "How to
B93 do" library searching, use of reference tools such
Ref as Education Index and related indices.
- LB Guide to Federal Assistance for Education. Horn, Robert.
2825 A loose-leaf service, updated monthly. Provides
H6 current information concerning federal programs
v. 1 & 2 offering opportunities for the individual, the schools,
Ref academic institutions and state agencies. The user
index refers to the programs. A description of the
programs and addresses of the proper federal contacts
is included.
- LB Encyclopedia of Modern Education. Rivlin, Harry, ed.
15 May be used as a supplement to the Cyclopedia of
E5 Education for concise accounts of methods, ideas,
Ref and movements in education.
- LB Encyclopedia of Education. Deighton, Lee, ed.
15 A ten volume set with emphasis on American Education,
E47 theories, and practices. A few biographies of
Ref educators included. Bibliographies and Index.
- LB Encyclopedia of Education. Blishen, Edward, ed.
15 British educational system. A comprehensive account
B56 of administration, legislation, innovations, etc.
Ref
- LB Dictionary of Education. Good, Carter V. 3rd ed.
15 Includes special terms used in education, psychology,
G6 sociology, philosophy, and related fields of study.
1973
Ref
- LB Dictionary of Personnel and Guidance Terms.
15 Definitions of concepts, terms commonly used in the
H66 field. Contains listing of associations, agencies,
Ref and professional organizations.
- LB Dictionary of Terms and Concepts in Reading. Schubert,
1050 Delwyn G.
S3 Definitions and illustrations of the definition by
Ref example to clarify.

- LB Acronyms in Education and the Behavioral Sciences.
15 Kawakami, Toyo.
K32 Proliferation of acronyms makes this an invaluable
Ref tool.
- LB Teacher's Handbook. Allen, Dwight, ed.
17 Insight into the various aspects of the teacher's
T4 role is presented with articles dealing with in-
Ref service training, accountability, and other topics
 of contemporary concern.
- LB Educator's Encyclopedia. Smith, Ed., ed.
17 Philosophy, school and staff organization. Guide
S6 to educational policies and practices.
Ref
- LB Teacher's Encyclopedia.
1025 Presents concrete, practical ideas for the beginning
T3 teacher in all aspects of school life.
Ref
- LB School Executive Guide. eds. Prentice-Hall.
2805 Comprehensive source of practices, techniques
P76 of school administration.
Ref
- LB Handbook of College and University Administration.
2341 Knowles, Asa, ed.
K63 Two volumes. General, Academic. Practical guide to
Ref higher education.
- L American Junior Colleges. American Council on Education.
901 Complete information on accredited junior colleges.
A53 Revised on a three year schedule. Use Directory
Ref American Association of Junior Colleges, American
 Association of Junior Colleges (LB 2328 A158 Ref) for
 current information between revisions (annual).
- LA American Universities and Colleges. American Council
226 on Education.
A65 Detailed, accurate information on all accredited
Ref four-year colleges and universities.
- L International Handbook of Universities and other
900 Institutions of Higher Education.
I58 Comprehensive, organization similar to American
Ref Universities and Colleges.
- LB Commonwealth Universities Yearbook.
2310 Directory limited to universities of the Commonwealth
Y5 and a handbook of their associations. (British).
Ref

- L Barron's Handbook of College Transfer Information.
901 Answers questions posed by the transfer student.
P73 Charts, grade point average, and other admission
Ref criterion.
- L Handbook of Private Schools. Sargent.
901 Description of more than 2,300 private, elementary
H3 and secondary United States
Ref
- L Schools.
915 British counterpart of Sargent's Handbook of
S43 Private Schools.
Ref
- LC Official Guide to Catholic Educational Institutions
501 and Religious Communities in the United States.
C35 Annual.
Ref
- LC Directory for Exceptional Children.
4007 Guide to schools, homes, clinics, hospitals, and
H35 services for socially maladjusted, orthopedically
Ref handicapped, blind, deaf, etc.
- L Directory of Educational Programs for the Gifted.
901 Axford, Lavonne.
A95 Public, private and summer programs. Arrangement
Ref is by state.
- HF Encyclopedia of Careers and Vocational Guidance. Hopke,
5381 William E., ed.
1972 Informative, readable articles with specific
Ref information on salaries, educational requirements,
and advancement opportunities for over 650
occupations. Revised edition.
- LC Handbook of Adult Education in the United States.
5241 Presents history, programs, resources of adult
H3 education and is a directory of relevant national
Ref organizations, associations and agencies.
- LB Requirements for Certification. Woellner, E. H. and
1771 A. Wood, comps.
R4 Annual revisions. Teachers, counselors, librarians,
Ref and administrators.
- L EW, Educators World.
900 Standard guide to American - Canadian educational
E34x associations, publications, conventions, research
Ref centers and foundations.

- L Education Directory. U. S. Department of HEW.
901 Annual listing of school and education officials.
A3 Four parts: State governments, public shcool
Ref and systems, higher education, and education associations.
Gov Doc
- L National Faculty Directory.
901 Alphabetically arranged with addresses. Includes
N34 junior colleges, colleges and universities.
Ref
- Index Table
- LB Annual Guides to Graduate Education. Hegener, Daren, ed.
2371 Petersen's guides, arranged by discipline.
A2A5x Comprehensive and scholarly. Ten volumes.
Ref
- LB Guide to Graduate Study Programs Leading to the PhD
2371 Degree. Quick, Robert, ed.
A4
Ref
- LA A Rating of Graduate Programs. Roose, Kenneth D., comp.
227.3 Evaluative study conducted by the American Council
R65 of Education. Revised ed. of earlier study An
Ref Assessment of Quality in Graduate Education (LB 2371
C35 Ref).
- Z Learning Directory. Westinghouse Corp.
5817.2 A finding guide to instructional materials in all
L4 media. A source index. Latest supplement in
Ref reference; previous editions in stacks.
- Z Scholars' Guide to Journals of Education and Educational
5813 Psychology.
L5 Manuscript and subscription information for the author-
Ref educator.
- LB How and Where to Get Scholarships. Angel, Juvenal, ed.
2848 Comprehensive. Alphabetical and geographical listings
A65 of sources of financial aid.
Ref
- LB Study Abroad. UNESCO.
2338 International sources of scholarships, fellowships
S86 and courses.
Ref
- L Guide to Study in Europe. Herman, Shirley.
914.5 Selective. Includes exchange and summer programs
H4 as well as job and travel information.
Ref

L NEA (National Education Association) Handbook.
13 Directory of names, addresses and information of
N46n5 organization and structure of NEA or affiliated
Ref associations. Current edition in Reference; older
 eds. in stacks.

LB The Guide to Simulations/Games for Education and Training.
1029 Zuckerman, David and Robert Horn.
G328 Descriptions, articles, and indexes, for the game user.
1973
Ref

II. INDEXES AND ABSTRACTS

Z C. I. J. E. (Current Index to Journals in Education)
5813 Articles from American and Canadian journals indexed
C8 with an annotated section for selected items. Only
Ref slight overlap of coverage with Education Index.
Index Table Monthly index with cumulative annual. Computerized
 searches available on a fee basis. Consult Mrs.
 Watrous in Curriculum Service, Level Four for further
 information.

Z Education Index.
5813 Subject and author index to articles in journals,
B7 yearbooks, and proceedings of conferences, etc.
Ref pertinent to teaching, administration and educational
Index Table trends. Monthly except for July and August with
 cumulative issues at intervals and an annual volume.

Z Business Education Index.
5814 Annual index to a selected list of periodicals, year-
C7B85 books and theses or dissertations. Compiled by Delta
Ref Pi Epsilon.
Index Table

Z British Education Index.
5813 Subject guide to selected British periodicals.
B7 Quarterly with annual volume.
Ref
Index Table

Z State Education Journal Index.
5813 Annotated subject index to journals published by
S73x State Education Association.
Ref
Index Table

Z Library Literature.

666 Guide to books and periodicals dealing with library science. Useful for biographies of authors. Monthly with cumulative issues and an annual volume.

C211
Ref
Index Table

LB NICEM Update Program of Non-Book Media.

1043.7 A service that updates and supplements all previous N.I.C.E.M. Indexes. 10 volumes annually; 8 different media with multi-media subject section, alphabetical descriptions by media and a Producer-Distributor directory.

P9 Z P.A.I.S. (Public Affairs Information Service).

7163 Guide to booklets and pamphlets, some government publications, relating to economic and social conditions, public administration, and international relations. Often ephemeral materials are not catalogued. Check card catalog and vertical files for availability.

Ref HQ Child Development Abstracts and Bibliography.

Index Table Abstracted by the Society for Research in Child Development. Lists of current books with reviews of selected ones. Published three times a year.

Exceptional Child Education Abstracts.

(See entry under ERIC).

Z Education Administration Abstracts.

5814 Abstracts from American and Canadian journals relating to administration.

M26A2x
Ref

Index Table

Z Dissertation Abstracts, Dissertation Abstracts International.

5055 Abstracts of dissertations published monthly, "A" volume includes those for the social sciences and education. "B" volume covers science and engineering. A comprehensive subject and author index (1861-1972) is also available. DATRPIX is a computerized search service for the selection of specific dissertations as indicated by request. Request forms are obtainable from Inter-Library Loan or Reference. A nominal fee is charged by University Microfilms, Inc., Ann Arbor, Michigan for this service.

BF Psychological Abstracts.

1 Guide to the world's literature in the field. Technical books and journals abstracted. Monthly issues with two bound volumes annually.

P65
Ref
Index Table

HM Sociological Abstracts.
1 International in scope. Abstracts books, professional
S67 papers, and journals. Published six times a year.
Ref
Index Table

Z Library Science Abstracts.
671 Resumes, from over 200 periodicals, of theories,
L717 ideas, and practices relating to librarianship and
Ref bibliography. International.

LB College Student Personnel Abstracts.
3605 Quarterly compilation from journals, conference
C7 proceedings, research reports, etc. pertaining to
Ref the college student and services.

Z Masters' Abstracts.
5055 Brief resume of selected masters' theses on microfilm.
M3
Ref
Index Table

III. BIBLIOGRAPHY

Z Cumulative Book Index.
1219 World listing of all books in the English language.
C8 Entries by author, title and subject, with complete
Bibl. bibliographic data under the author entry.
Index Table

Z Books in Print.
1215 Author and title listing of all United States books
P972 in print. 2 volumes. Annual.
Bibl.
Index Table

Z Subject Guide to Books in Print.
1215 U. S. books in print. 2 volumes. Annual.
P972
Bibl.
Index Table

Z British Books in Print.
2001 Annual.
R33
Bibl.
Index Table

- Z El-Hi Textbooks in Print.
5811 See entry under CURRICULUM.
Curr. Serv.
- Z The Rise of American Education. Park, Joe, comp.
5815 Annotated bibliography of books in the history of
U5P28 American education and of related Early American
Ref Imprints. Few government publications are included.
- Z Sources for the History of Education. Higson, C.W.J.
5811 This represents the holdings of fifteen education
H5 libraries in England which provide extensive coverage
Educ of the field.
- Z Philosophy of Education. Broady, Harry S. and others.
5811 An organization of topics and selected sources. A
P55 supplement to the original volume is also available.
Educ
- Z International Guide to Educational Documentation, 1960-65.
5811 UNESCO.
U33x "Represents for each country covered, an inventory of
Ref its resources in educational documentation" quote from
Index Table the introduction. Includes a comprehensive index at
 end of book.
- Z Current Contents/Behavioral, Social and Educational Sciences.
5811 Published weekly. Photoduplication of table of contents
C836x of more than 1100 journals. Author index and address
Ref directory. A computerized reprint service (OATS) is
Index Table available through the Institute for Scientific
 Information, publisher.
- LB Programmed Learning. Hendershot, Carl H.
1028.7 Guide to programs and presentation devised. Updated
H4 periodically. Publisher or distributor information
Ref given.
- Gov Doc Publications of the Office of Education and Department of
Level 4 Health, Education and Welfare (HEW)
 Monthly catalog of U.S. Government reports--congressional
 departmental, etc. including books, pamphlets, maps,
 and serials.
- Z Education Book List.
5813 Classified list of educational books published in a
E3x given year. Contains "Outstanding Educational Books"
Ref selected by Pi Lambda Theta committee. Annual.
- L "Outstanding Educational Books."
11 Published in May issue of Today's Education, journal
N14 of the NEA (National Education Association).
Level 4

Z Dictionary Catalog of the Teacher's College Library, Columbia.
881
C65x Vols. 1-36 with supplement. Useful for verification
Bibl. of entry as requested by Interlibrary Loan.

Z Ulrich's International Directory of Periodicals.
6941 Index and abstract information in addition to
P44 subscription data.

Ref
Index Table

Z Ayer Directory.
6951 Covers newspapers, magazines, and trade publications.
A97 Annual.
Bibl.
Index Table

IV. BIOGRAPHY

LA Who's Who in American Education.
2311 Format consistent with other Who's Who publications.
W45 Living educators of the United States and Canada.
Ref

LA Directory of American Scholars.
2311 Subject-oriented. Fields of study not covered are
D5 fine arts, architecture, and library science.
Ref
Index Table

LA Leaders' in Education.
2311 Revised periodically. Eminent educators throughout
L4 the United States and Canada.
Ref
Index Table

LA Who's Who in American College and University Administration.
2311 Presidents, deans, librarians, bursars and other top
P72 university officials. Selection based upon the U.S.
Ref Education Directory.
Index Table

Z A Biographical Directory of Librarians in the United States.
720 Annual
A4U58
Ref

V. ERIC

LB R.I.E. (formerly Research in Ed., now Resources in Education)
1028 ERIC or Educational Resources Information Center.
R4x Through monthly issues of R.I.C., ERIC reports are
Ref indexed by author, title, and institution. Access to
Index Table the document resumes and to the microfiche documents
Microform is by an "ED" accession number. Semi-annual and annual
 indexes are available but the document resume is only
 in the monthly issues. The ERIC reports are available
 only on microfiche, via the "ED" accession number and
 are located in MICROFORMS on Level Four. Computerized
 searches may be requested on a fee basis. Phone 965-3281
 or see Mrs. Watrous at Circulation Service, Level Four,
 for further information.

LB Thesaurus of ERIC Descriptors.
1028 It is the authority for storing, searching, and the
U538x disseminating of educational information. Use as a
Ref guide to subject headings in ERIC-Research in
Index Table Education indexes.

HOW TO USE ERIC

1. Establish subject heading by using the Thesaurus of ERIC Descriptors.
2. Consult annual index volumes using the ERIC descriptors.
3. Check the "ED" accession number in the abstract volume for that year for the document resume.
4. Read document resume to determine whether or not the ERIC report is of value to you.*
5. To obtain the full report (which covers only on microfiche) go to Microforms on Level Four. Use the "ED" accession number as the call number.

Z C.I.J.E. (Current Index to Journals in Education).
5813 Although an ERIC publication, the journals listed are
C8 not available on microfiche, but location and
Ref availability is through the Public Serials List. See
 entry on Page 8.

Exceptional Children Abstracts and other specific ERIC
Indexes.

Discontinued because of a library policy not to subscribe to specific ERIC indexes inasmuch as ERIC Research in Education is the complete index to all ERIC microfiche.

VI. RESEARCH

General Information.

The researcher must check the literature, often to find a topic or to determine to what extent research has been accomplished to date. The following tools are basic, but it should be kept in mind that bibliographies of theses and dissertations in specialized fields have been prepared and are often available. Check the card catalog for these. Also professional journals in these specialized fields often publish lists of research completed in a given year as well as summaries of this research. Dissertations and theses prepared at ASU are listed in the subject catalog under the heading, "Dissertations, Academic, ASU and by College (Education, Business Administration, etc.) Circulating copies are available. Theses do not have a qualifying mark after date; dissertations have a small case "d" following the date, i.e., LD 179.15 date. Level Four and Archives.

*If "document not available from EDRS" is cited, or Ed number is followed by //, it means the document has not been reproduced on microfiche and is not included in our ERIC microfiche collection. Such items may be searched in the Public Card Catalog, Level Two, for availability through title, or author listings. Government publications listed as available through the Superintendent of Documents may be searched in the Monthly Catalog in Government Documents, Level Four.

Z 5811	<u>Sources in Educational Research.</u> Manheim, Theodore and others.
M25 V. 1	A useful guide to the literature. Overall organization is from the general to the specific; arrangement within the groups is by usage (those having the most potential listed first).
LB 15 E48 Ref and Reserve	<u>Encyclopedia of Educational Research.</u> Ten-year compilations of research in all aspects of education. A selective bibliography concludes each chapter. Latest ed. is in Reference, Level Two; additional copies are on Reserve, Level One.
LB 1028 T72x Ref and Reserve	<u>Second Handbook of Research on Teaching.</u> A summary, critical analysis, and integration of teaching methods, instruments and media of teaching with teacher's personality and characteristics as related to research as the aim of this handbook.

QA
47M37 Basic Mathematical, Statistical Tables for Psychology and Education.
Sci
Ref Invaluable tool for the researcher.

Z Dissertation Abstracts, Dissertation Abstracts International.
5055 See entry under INDEXES AND ABSTRACTS.
U5A53
Ref
Index Table

Z Master's Abstracts.
5053 See entry under INDEXES AND ABSTRACTS.
M3
Ref
Index Tables

LB A Directory of Educational Research Agencies.
1028 Sources of research, suggested use with EW (Educator's World), see entry under Selected Basic References,
D5 page 7.
Ref

Z Research Studies in Education. Phi Delta Kappa.
5811 Compiled by Mary Louise Lyda and others, includes
R4 research underway on a calendar-year basis as well
Ref as research completed. Cites page numbers to
Dissertations Abstracts, Dissertations Abstracts, International for abstracts if available at time of publication. Annual.

Z Masters' Theses in Education. Silvey, H. M., ed.
5816 Yearly compilation.
I6M3
Ref

LB Cooperative Research Monograph Series.
1028 Published by the U.S. Office of Education as a
R4x cooperative project. 1966-date. Cooperative
Index Table research projects, conference papers, special
 emphasis upon research development, stimulation, and
 understanding. Use Institution Index in ERIC,
 Research in Education to locate.

Gov Doc Research Relating to Children.
Level 4 Published by the U.S. Children's Bureau and presently with ERIC Clearinghouse on Early Childhood Education.

LB Research Reports: National Education Association-Research Division.
2842 Series of reports revised at intervals--some annually.
N31185 Ranking of the States, Economic Status of Teachers, Pupil's Day in Court, Teacher's Day in Court, Salary Schedules . . ., are a few of the titles.
Ref

LB
2369
C3
Ref

Form and Style in Thesis Writing. Campbell.

Manual with graphic illustrations of the most appropriate form for writer's purpose. How to relate tables and charts to context is included.

RESEARCH JOURNALS: Current Year in Current Periodical Service, Level One.

Educational Research Bulletin (L 11 E495)

*Journal of Educational Research (L 11 J75)

Journal of Experimental Education (L 11 J77)

*Research Quarterly (American Association of Health, Physical Education, Recreation)
(GV 201 R4)

*Review of Educational Research (L 11 R35)

American Educational Research Journal (L 11 A66)
NEA (National Education Association) Research Bulletin.

*Microform editions also available.

RESEARCH METHODOLOGY:

There are usually a number of books on this topic on Reserve, Level One. Others may be located through use of the Public Card Catalog, Level Two.

INTERLIBRARY LOAN:

A service provided for the faculty member, researcher or student to obtain books, periodicals, and other materials not available in the University Library. For further information, consult I.L.L. staff, I.L.L., Level Two.

VII. STATISTICS

L
101
U657
Ref

Standard Education Almanac.

Ready reference and statistical guide to educational facts and figures.

LA
209.2
U47x
Ref (desk)
Gov Doc

Digest of Educational Statistics.

Annual publication of the U.S. Department of Health, Education, and Welfare. Check monthly catalog, for additional statistical information, in Government Documents, Level Four.

- QA Basic Mathematical and Statistical Tables for Psychology
47 and Education.
M37 Invaluable for the researcher.
Ref
- LB Yearbook of Higher Education.
2310 See entry under Yearbooks.
Y44
Ref
- LB Research Reports.
2842 Prepared by the NEA (National Education Association -
N31185 Research Division). Revised at intervals--some
Ref annually.

VIII. BOOK REVIEWS

- Z Book Review Digest.
1219 Reviews of popular books on education--textbooks and
C96 the more scholarly books are usually not found.
Ref
Index Table
- Z Choice.
1035 Definitive book reviews, arranged according to
C5 discipline. Published by the Association of College
Ref and Research Libraries, ALA. Monthly with a
cumulative index in the February issue. Text editions
included.
- L Educational Studies (Charlottesville, Virginia).
11 Quarterly journal of book critics and reviews.
E463 Text editions included.
CPS
Level 1

PROFESSIONAL JOURNALS IN EDUCATION

Book review sections or features usually carried by
association journals and other professional
periodicals. To locate, use Public Serials List.
Current issues in Current Periodical Service.

NEWSLETTERS

If indexed, newsletters are in Current Periodical
Service, Level One. When no longer current,
copies are bound, cataloged and shelved in the
stacks. Newsletters, not indexed, are in Curriculum
Service, Level Four. Check Public Serials List by
title for location.

IX. YEARBOOKS

- L Education Yearbook.
101 Provides summary of major issues and events in all
U9E36 aspects of education in five sections: Issues in
Ref Education; The Year in Ed., Statistical Review;
Bibliography of Educational Materials, and Reference
Guides. Latest ed. in Ref. Previous eds. in stacks.
- LB N.S.S.E. (National Society for the Study of Education)
5 Yearbook.
N25 Definitive titles indicating topic discussed published
Ref annually in two parts. Topics selected and prepared
by society committee. Current edition in Reference.
- LB Association for Supervision and Curriculum Development
2804 Yearbook.
A8 Specific studies in depth prepared by a yearbook
committee. Titles vary as they reflect studies.
Annual.
- Z Mental Measurements Yearbook. Buros, Oscar, ed.
5814 Critical reviews and sources of tests and books on
P8R93 measurement and testing. Reviews by authorities
Ref representing different points of view. See also new
Reserve monography series, Personality Tests and Reviews and
Reading Tests and Reviews. These and Tests in Print
are indexes to tests.
- LB Association of Teacher Educators. Yearbook.
2157 Formerly the Association of Student Teaching.
A3N3 Yearly topic of interest and titles vary. Annotated
bibliography is an integral part.
- LB Yearbook of Higher Education.
2310 Statistics, directories of regional agencies,
Y44 colleges and universities, state departments of
Ref education, etc.
- L World Yearbook of Education.
101 Distinctive titles which reflect contents.
G8Y4 Selective problems and issues of higher education
in the world.
- L International Yearbook of Education.
101 Traces the development of education in 87 countries
A2A63 during the preceding year. Annual. Only current
Ref edition in Reference.
- LB Yearbook of School Law.
2514 Reviews legal decisions and cases of current interest.
Y412 Annual.

X. MISCELLANEOUS

- LB Cyclopedia of Education. Monroe, Paul, ed.
15 Scholarly presentation, world view of education.
M5 Though dated (1911-1913) it is recommended for its historical and biographical materials.
- L Education Daily.
11 An independent daily newsservice with quarterly index
E34x to facilitate its use. Invaluable for news items often difficult to locate; for current speeches and
CPS announcements of current happenings.
- LB Public School Law, Cases and Materials. Alexander, Kern.
2523 Integrates legal concepts with structural organizational
A4x patterns in Public Schools.
- LB Current Issues in Higher Education.
2301 Annual. Title varies. Formerly published as National
A484 Conference on Higher Education.
- LB Audio-Visual Marketplace.
1043 Guide to media, distributors, producers, equipment,
A817 etc.
Ref
- LB Educational Films. Central Arizona Film Cooperative.
1044 Listings of films available at the Audio-Visual Center,
Z9C4x A.S.U. (Matthews Hall).
Ref
- LB Scholarships, Fellowships, and Loans. Bellman Publishers.
2338 Issued monthly--current copies in Current Periodical
2S3x Service, Level One.
- Free, Inexpensive Materials for the Classroom Teacher:
Several catalogs to pamphlets, booklets, films, film-strips, tapes and transparencies available in Curriculum Service, Level Four. Others available by checking by title or author in Public Card Catalog.
- VERTICAL OR PAMPHLET FILE:
Educational brochures, pamphlets, news clippings of Arizona Schools, are collected and may be borrowed from Curriculum Service, Level Four. Subject headings are based upon those used by Education Index. NEA, AAPHER, and ACEI publications and newsletters are a part of this file.

COLLEGE CATALOGS:

Located in Reference, Level Two.

MICROFORM SERVICE:

Located in NE of building on Level Four, will be found educational non-book media with access to it provided by the Public Card Catalog; the Public Serials List for periodicals or serials in microform; or through indices such as ERIC's Research in Education. Audio recordings are also included.

MAP SERVICE:

Located in SE of building on Level Four, will be found maps--current, historical, and typographical. A computerized listing or index is available at the service.

GOVERNMENT DOCUMENTS:

On Level Four, Government Documents can provide information as to current research in education on a national level; publications of the National Office of Education, the HEW, and other agencies; as well as congressional hearings, etc. The monthly catalog, and other indices to their microform collection are available at the service.

XI. CURRICULUM SERVICE

Located in north central part of Level Four, Curriculum Media has its own card catalog to the collection. There are author, title, and subject files as well as provision for subject cards representing textbooks and curriculum guides (courses of study, etc.) An information file is maintained for "hard to find" items not easily identified because of acronym, series, or popular name.

The Curriculum Collection contains:

ELEMENTARY AND SECONDARY TEXTBOOKS, arranged by subject, then alphabetically by publisher. Shelves are numbered and subject classification listed at the end of each stack. Circulation is on limited basis (class presentation, etc.) from service desk, Level Four. Teacher's manuals or guides to textbooks, workbooks, etc. are restricted to student teachers and must be requested at Curriculum service desk.

SUPPLEMENTARY TEXTS, hardcover and paperback, are shelved with the text and are labeled "TEXT-SUPP". The Children's Literature collection may be used as supplementary text material also. Circulation restricted to 1 week.

CURRICULUM GUIDES or publications of Boards of Education of Public School Systems throughout the U.S. are available. These include courses of study, resource and teaching units, etc. Arrangement is by subject, and then alphabetically by state. They are kept in the yellow and blue cabinets A-G in Curriculum Service. Circulation is permitted of second copy only. Additional curriculum materials are available on microfiche; use index, Curriculum Materials Clearinghouse (available on Index Table, Ref, Level Two), for access to the microfile of 260 instructional units, and to obtain the CB accession number as the call number. There is also an index to New York Curriculum Materials on Microfiche on the Index Table, Reference, Level Two.)

TEACHING AIDS--games, recordings, charts, demonstration kits, programmed learning kits are available. When designed to accompany a specific text, aids are shelved with the texts whenever possible. When not possible, a block of wood indicates what item and it may be requested at the Curriculum service desk. These items circulate for 1 week and are checked out on loan from the Curriculum service desk.

VERTICAL OR PAMPHLET FILE
See entry under MISCELLANEOUS.

PICTURE FILE
Pictures are available for circulation.

CURRICULUM REFERENCE:

Z El-Hi Textbooks in Print, a Guide to Availability of
5813 Instructional Media.
A51 Purchase information of texts and of teaching aids,
Curr. AV media, recording, etc., pertinent to a specific
 text or series listed.

Croft Services -- Index available:
"Professional Growth" (Models for teaching) series
for teachers. Helpful suggestions and creative ideas
from practicing teachers in all areas of study on a
grade level basis.

"Education Summary" Monthly survey of what's
happening in Education -- general items of
interest.

"Curriculum Trends" Innovations in curriculum
development.

Encyclopedias, etc.

Above and Beyond

Childcraft

Comptons

Compton Pre-Encyclopedia

Encyclopedia Britannica Jr.

Encyclopedia International

Encyclopedia Barsa

Merit Students Encyclopedia

The New Book of Knowledge

World Book Encyclopedia and Annuals

World Book Science Year

World Book Atlas

World Book Dictionary

Publisher's Catalogs:

Audio-Visual

Children's Books

Recordings

School Supplies and Texts

CHILDREN'S LITERATURE:

Anthologies and examples of children's books suitable for curriculum support or enrichment -- fiction and non-fiction. Caldecott and Newbery award books, non-circulating and circulating copies. Card catalog on Level Four is guide to this collection -- not included in books catalogued and indexed in card catalog on Level Two, except for title catalog which is incomplete. Books about children's literature or critical analysis, bibliographies, are available only through card catalog, Level Two. Use both catalogs for complete coverage of children's literature.

Selected Bibliography on Children's Literature:

Z Children's Books in Print.
1037 Author, Title, and Illustrator Index.
A1C482
Curr Serv

Z Subject Guide to Books in Print.
1037 A subject index with over 7,000 categories.
A1C482x
Curr Serv

Z Children's Catalog.
1037 Author, Title and Subject guide. Annual
W6 supplements. Full bibliographic information given.
Curr Serv

Z Junior High School Catalog.
1037 Author, Title, and Subject guide.
W765
Curr Serv

- Z Senior High School Catalog.
1037 Author, Title and Subject guide.
AlH35
Ref
- Z Children's Literature
1037 A guide to Reference Sources. 1 volume plus
AlH35 supplement.
Ref
- Z The World of Children's Literature.
1037 Arranged by country with information given
P37 concerning children's books. Bibliography.
Ref
- PN The Who's Who of Children's Literature.
452 Biographical information on children's authors
D6 in English and American Literature.
Ref
- Z The Best in Children's Books.
1037 Covers period 1966-1972, annotated.
ALS84
- Z Newbery Medal Books, 1922-1955 (Vol. 1)
1035 List of award winners and their acceptance speeches.
Al3M5
- Z Caldecott Medal Books, 1938-1957 (Vol. 2)
1035 List of award winners and their acceptance speeches.
- Z Horn Book Magazine.
1037 Current information about books and their authors.
AlA15
- PN Index to Poetry for Children and Young People.
1023 Author, Title, 1st line entries, and subject guide.
B72 Covers period 1964-1969.
Ref
- Z Children's Reading and the 1970's.
1037 Statistics and current interest trends.
A834
- Z Issues in Book Selection.
1037 Articles from School Library Journal on Book
A834 Selection policies.
- Z Introducing Books...
1037 How to give a book talk.
ALG49
- Z The Black Experience in Children's Books.
1037 Bibliography of Black Literature.
B3x